

To: District Test Coordinators

From: Walt Brown, Director, Assessment Section

On Thursday, September 23, I sent a letter to school-district superintendents regarding the spring 2005 field tests. This mailing had a notification form enclosed that lists the level of field-test participation for your district regarding selected buildings, grade levels and content areas. This notification form needs to be signed and returned to DESE no later than October 15. As DESE receives the notification forms, we will send a mailing to participating building principals informing them of their school buildings' participation in the field test. In the meantime, as you process these forms, please share each building's selection with that building principal.

As a reminder, achievement levels will be determined from this field-test data. The importance of an adequate sample of student responses is critical, and we are encouraging all selected districts and buildings to participate.